

Mark W Witty
Superintendent



GRANT SCHOOL DISTRICT #3

401 N. Canyon City Blvd. • Canyon City, OR 97820
Phone: (541) 575-1280 • Fax: (541) 575-3614

POSITION OPENING FOR THE 2024 -25 SCHOOL YEAR HALF TIME LIBRARY/HALF TIME INSTRUCTIONAL ASSISTANT HUMBOLT ELEMENTARY SCHOOL

Grant School District No. 3, John Day, Oregon is seeking qualified applicants for a **Half-time Library Assistant/ Half Time Instructional Assistant** at Humbolt Elementary School.

QUALIFICATIONS:

- High School graduate or equivalent
- Excellent skills in dealing with children/public
- Possess an associate's degree or be able to pass the paraprofessional certification assessment test
- Training in behavior and de-escalation procedures preferred
- Holds a current First Aid/CPR Card or willing to obtain by hire date

APPLICATION TO INCLUDE:

- District application
- Letter of interest
- Resume
- (3) letters of Recommendation

Full Job Description available at the district office.

Classified Application can be obtained online or at the District Office

<https://www.grantschooldistrict.org/humanresources>

SEND OR DROP OFF APPLICATION MATERIALS:

Jana Young
Grant School District No. 3
401 N. Canyon City Blvd.
Canyon City, OR 97820
youngj@grantesd.org

Compensation: Salary range for 2024-25 school year: \$18.52 - \$21.48 per hour- with excellent benefit package

Deadline: OPEN UNTIL FILLED

Reasonable accommodations for the application and interview process will be provided upon request and as required in accordance with the Americans with Disabilities Act of 1990. Individuals with disabilities may contact ADA Compliance Officer at 541-575-0423 for additional information or assistance. Speech/Hearing impaired persons may contact the district for assistance through the Oregon Telecommunication Relay Service at 1-800-735-2900. We encourage women, minorities, individuals with disabilities and veterans to apply to all of our job openings. We hire and promote without regard to race, color, gender, national origin, religion, or age, unrelated to job performance. Fingerprinting and criminal record checks are required by the Oregon Department of Education. (ORS 584-36-062)

Posted 8/23/2024